



Volunteer Interpreter Agreement

As a Christian organization, Arrive Ministries rejoices in our opportunity to welcome, serve and walk alongside refugees and immigrants regardless of their country of origin, religious belief, gender, marital status, physical ability, or other unique characteristics. The beliefs upon which our ministry are based call us to extend love to all refugees and immigrants who walk through our door, which is what we joyfully do!

Arrive Ministries takes very seriously its commitment to providing excellent services to newly-arrived refugees who come to Minnesota to rebuild their lives, often after having experienced years of severe dislocation and trauma. We believe that throughout this process of adjustment and rehabilitation, our families should have the opportunity to build trust with Arrive Ministries' staff, who must often rely on assistance from interpreters in order to have meaningful conversations and exchanges with our families. Whether a contracted or volunteer interpreter, it is the expectation of Arrive Ministries that all individuals who interact with our families in this capacity adhere to an ethical standard of professionalism wherein the role of interpreter and its associated boundaries are strictly followed.

As a volunteer interpreter with Arrive Ministries, the volunteer agrees to adhere to policies outlined in the Arrive Ministries LEP plan, a copy of which has been provided to the volunteer. In addition, the volunteer interpreter agrees to the following:

_____ Arrive Ministries is obligated by law to provide annual LEP training to volunteer interpreters who interact with newly-arrived refugee clients. As such, I agree to adhere to the guidelines of working with individuals with LEP, as set forth by Arrive Ministries.

_____ As part of my volunteer training with Arrive Ministries, I have received a copy of the "Arrive Ministries LEP Training" PowerPoint and/or viewed the PowerPoint on-site with Arrive Ministries staff. I have asked questions when something is unclear, and understand my responsibilities under the Arrive Ministries LEP plan.

_____ I agree to review the Arrive Ministries LEP plan on an annual basis, as well as any updates or changes that occur throughout the year and which are provided to me by the Arrive Ministries Volunteer Coordinator or other staff. I understand that record of my participation in LEP trainings will be kept on file at Arrive Ministries.

_____ I understand that failure to maintain compliance with any of the above expectations may result in my immediate dismissal from volunteer opportunities with Arrive Ministries.

(print name)

(signature)

(date)